



ALAMEDA COUNTY  
CONGESTION MANAGEMENT AGENCY

1333 BROADWAY, SUITE 220 • OAKLAND, CA 94612 • PHONE: (510) 836-2560 • FAX: (510) 836-2185  
E-MAIL: [mail@accma.ca.gov](mailto:mail@accma.ca.gov) • WEB SITE: [accma.ca.gov](http://accma.ca.gov)

February 4, 2010

**NOTICE**

**CALL FOR PROJECTS:**

**2010/2011 TRANSPORTATION FUND FOR CLEAN AIR (TFCA)  
COUNTY PROGRAM MANAGER FUND**

Dear Project Sponsor:

The Alameda County Congestion Management Agency (ACCMA) is releasing a call for projects for the 2010/2011 TFCA County Program Manager Fund. Application materials are available for download from the "What's New" page of the ACCMA's website: <http://www.accma.ca.gov/pages/WhatsNewCurrent.aspx#14208> . Project applications are due to the ACCMA no later than 3:00 p.m. Friday, March 5, 2010.

TFCA is a local fund source of the Bay Area Air Quality Management District (Air District). As the TFCA program manager for Alameda County, the ACCMA is responsible for programming 40 percent of the four dollar vehicle registration fee that is collected in Alameda County for this program.

**Eligibility**

A project must result in the reduction of motor vehicle emissions within the Air District's jurisdiction to be considered eligible for TFCA funding. In general, eligible projects are those that conform to the provisions of the ACCMA's TFCA Policies. Please refer to the ACCMA's TFCA Policies (provided with application materials) for more detailed information regarding sponsor and project eligibility.

Projects must also meet the requirement of achieving a cost-effectiveness, on an individual project basis, of equal to or less than \$90,000 of TFCA funds per ton of total reactive organic gases (ROG), oxides of nitrogen (NOx), and weighted particulate matter 10 microns in diameter and smaller (PM<sub>10</sub>) emissions reduced (\$TFCA/ton emissions reduced).

Please note that the Air District requires certain types of insurance coverage. Each project sponsor will be required to maintain general liability insurance, workers compensation insurance, and additional insurance as appropriate for specific projects. Coverage amounts required for each project will be specified in the project funding agreements.

Additionally, sponsors will be required to collect data for monitoring requirements and submit annual and final project reports for TFCA funded projects. Sample monitoring forms have been provided with the application materials.

#### Fund Availability and Distribution

The current draft Fund Estimate for the FY 2010/2011 program includes approximately \$1,900,000 in new programming capacity. Five percent of the available funding for the 2010/2011 program will be used by the ACCMA for program administration. Pursuant to the ACCMA's adopted program guidelines, the remainder of the funds will be distributed as follows:

- 70 percent allocated to cities/county based on population (minimum allocated is \$10,000);
- 30 percent allocated to the discretionary program for transit-related projects.

All County Program Manager Funds are to be fully allocated annually. Any unallocated funds may be allocated directly by the Air District. The minimum funding request is \$50,000 per project. Exceptions to the minimum request may be considered on a case-by-case basis. Sponsors are encouraged to pool their funds or include other supplemental funds in order to implement larger projects.

#### Timely Use of Funds

Sponsors are reminded that the TFCA County Program Manager Fund is subject to the ACCMA's adopted timely use of funds policy for this program. Unless an exception is requested in the application, sponsors must:

- 1) Execute the fund transfer agreement within three months of receipt from the ACCMA;
- 2) Begin initiation of the project/program within three months of executed funding agreement;
- 3) All TFCA funds must be expended within two years of first transfer of funds from the Air District to the ACCMA (Project sponsors will be notified when funds are received by the ACCMA);
- 4) Sponsors must submit requests for reimbursement at least once per fiscal year. Requests must be submitted within six (6) months after the end of the fiscal year, defined as the period from July 1 to June 30. All final requests for reimbursement must be submitted no later than six (6) months after the end of the fiscal year in which the project was completed;
- 5) Sponsors must submit annual progress reports within the period established by the Air District; and
- 6) Sponsors must submit required post-project monitoring reports within three months after project completion or the post-project evaluation period.

#### Application Material

All application materials are available for download from the "What's New" page of the ACCMA's website: <http://www.accma.ca.gov/pages/WhatsNewCurrent.aspx#14208> , including:

- 2010/2011 Fund Estimate
- 2010/2011 Application (Word)
- Attachment 2 (required): Project Budget forms (Excel)
- Attachment 3G - for arterial management projects (Excel)
- ACCMA's TFCA Policies

- Sample Final Project Report Forms

Application Submittal

Completed applications (application and all attachments) are due to the ACCMA no later than 3:00 p.m. Friday, March 5, 2010. Please submit four (4) hard copies and an electronic copy.

- Mail or deliver hard copies to: 1333 Broadway, Suite 220, Oakland, CA, 94612.
- Provide an electronic copy of the application and attachments either on a CD submitted with the hard copies or by emailing the electronic files to [JTaylor@accma.ca.gov](mailto:JTaylor@accma.ca.gov).

Schedule

February 4, 2010	TFCA Call for Projects released
March 5, 2010	Applications Due to the ACCMA
April 2010	Draft Program List Circulated for Comment
May 2010	ACCMA Board to Adopt Final 2010/2011 Program
May 2010 (estimate)	Air District Board Approves 2010/2011 Funds
Summer/Fall 2010 (estimate)	Begin expenditures for 2010/2011 Projects

If you have any questions please contact Jacki Taylor, via phone: (510) 836-2560, or email: [JTaylor@accma.ca.gov](mailto:JTaylor@accma.ca.gov).

Sincerely,



Matt Todd  
Manager of Programming

Attachments